



**NOTICE OF REGULAR MEETING**  
**TUESDAY, NOVEMBER 5, 2019, 6:00 P.M.,**  
**BOARD ROOM, MGSD TREATMENT PLANT,**  
**1790 HWY. 395, MINDEN, NV**

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**AGENDA**

**1. CALL TO ORDER**

**2. Public Comment** -- Discussion Only, Not For Possible Action

- Public Comment is limited to three minutes per speaker, unless the Board Chairman allows additional time.
- Per NRS 241.020, no action may be taken on a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action will be taken)

**3. Chairman's Comment** – Discussion Only, Not For Possible Action

- Discussion includes comments and status of projects not covered under an agenda item (No action may be taken on a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action will be taken)

**4. Claims Review and Approval** – For Possible Action

Review and Approval of Bills Paid and Claims Received for October 2019

**5. Minutes Approval** – For Possible Action

Approval of Minutes from the October 1, 2019 Regular Board Meeting

**6. Cogen Service LLC** – For Possible Action

Approval of Modified Contract No. 712013, dated May 1, 2013 between Cogen Service LLC, aka SDP Energy, and MGSD for maintenance of the co-gen system

**7. MGSD Lien Finance Charge**– For Possible Action

Approval of increase to finance charge for lien filing fees from \$100.00 to \$106.00, effective January 1, 2020, in response to County Recorder filing fee increase

**8. MGSD Petty Cash Fund** – For Possible Action

Approval of increase of funds available in the office petty cash fund from \$300.00 to \$500.00

**9. Attorney-Client Conference** – For Possible Action

- Status Report of Ongoing Matters and Requests from MGSD Staff and Board of Trustees
- Note: The Board of Trustees reserves the right to interrupt the open meeting during this time and adjourn to a closed session for the purpose of having an attorney-client discussion regarding potential or existing litigation, pursuant to NRS 241.015(3)(b)(2). No action will be taken on an item discussed during a closed session.

**10. Engineer's Report** – For Possible Action

- Action Items may include matters needing immediate attention or resolution related to line rehabilitation, line cleaning, and progress of various projects

**11. District Manager's Report – For Possible Action**

- Discussion includes monthly report of activities, personnel matters, and progress of various projects
- Action Items may include matters needing immediate attention or resolution related to plant repairs, sewer line repairs, and any other matter of impact to public health and safety

**12. Administrative Report by Staff – For Possible Action**

- Action Items may include correspondence requiring immediate action or response by the Board

**13. Board Comment – Discussion Only, Not For Possible Action**

- Discussion may include comments and status of projects not covered under a prior agenda item (No action may be taken on a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action will be taken)

**14. Public Comment -- Discussion Only, Not For Possible Action**

- Public Comment is limited to three minutes per speaker, unless the Board Chairman allows additional time.
- Per NRS 241.020, no action may be taken on a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action will be taken)

**15. ADJOURNMENT**

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- The MGSD Board reserves the right to hear any agenda item out of order, to combine two or more agenda items for consideration, and remove an item from the agenda or delay a discussion relating to any item on the agenda.
- Copies of supporting material can be requested from the Minden-Gardnerville Sanitation District Office located at 1790 Hwy. 395, Minden, NV 89423, by calling (775) 782-3546, or by email at [mgsdstaff@gmail.com](mailto:mgsdstaff@gmail.com).
- Any agenda item represented by an attorney must have given a fifteen day notice to the Minden-Gardnerville Sanitation District.
- All persons attending the meeting are required to sign the guest register. All meetings are recorded pursuant to NRS 241.035.
- NOTICE TO PERSONS WITH DISABILITIES: Reasonable efforts will be made to assist and accommodate physically handicapped persons desiring to attend the meeting. Please call the MGSD office at (775) 782-3546 in advance of the meeting, so that arrangements may be conveniently made.
- This meeting notice is posted at the following locations: the Minden-Gardnerville Sanitation District; Douglas County Historic Courthouse Building; Gardnerville Post Office; Minden Post Office; and at <https://notice.nv.gov>

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**PLEASE DO NOT REMOVE UNTIL: 11/6/19**

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